Planning and Design

Exhibit Interactive Internship

Dates: Summer, 2023

- 12 – 16 week term internship.
- Minimum of 20 hours, maximum of 40 hours per week based on school schedule.

Essential Duties

- Maintains the interactive, electronic, and mechanical interpretive exhibit components including but not limited to push button interactives, mechanical interactives, message repeaters, sound cones, lighted displays, animatronics, etc.
- Inventory and keeps accurate records of repairs/requests for repairs at seasonal shows such as at Dinosaur Island. Ensures that all exhibitry elements are functioning at the start of each day. Complete checklist for seasonal show each day and report issues promptly.
- Responsible for preventative maintenance of interpretive exhibitry including but not limited to trouble-shooting problems, basic repairs (e.g. rebooting computers, adjusting electronic equipment, TV monitors, LED displays, speakers and audio equipment.)
- Implements sustainable practices in daily tasks whenever possible.

Requirements

- 3.0 or above accumulative grade point average on a 4.0 scale.
- Ability to be self-motivated, work independently and effectively manage time.
- Excellent organizational and writing skills.
- Experience with computers.   Familiarity with Microsoft Office.
- Ability to commit to 20 hours a week for 12 to 16 weeks.
- Subject to BMV check.
- Subject to Criminal Background check.
- Subject to Drug Free Workplace Policy.